

HEALTH & SAFETY POLICY EXAMPLE



Highlighting a sustainable approach

Statement of Intent

We are committed through the way we **work and behave** to providing a safe working environment and protecting our employees from risks of occupational injury and ill health

Emphasizes the role of behavior

Pledge to become a role model

It is our intent to **demonstrate** an **ongoing** and determined commitment to improving health and safety throughout our organization.

We will comply with the requirements of health and safety regulation.

We will **lead Montana State Government** by promoting best practice and exceed the guidance of the governing regulatory bodies.

Pledge for proactive 2-way communication with the workforce

This policy reflects our commitment to ensuring that health and safety at work is paramount to our organization, and that **an effective health and safety program actively contributes to our success.**

Adequate resources will be provided to ensure all our people are **aware of this policy** and **committed** to its effective implementation

There will be active **open communication and discussion** between all our people and health and safety will be integrated into our communications wherever appropriate.

Specifies senior management behaviors that demonstrate commitment and lines of accountability and responsibility

Roles and responsibilities for health and safety will be defined as necessary, within job descriptions or profiles. Senior management will ensure that:

- Adequate resources are provided for employee health & safety
- Employee Health & safety is assessed, controlled, monitored and reviewed
- Employees are actively involved on matters that affect safety and the work environment are concerned.

Emphasizing communication of risk between management, contractors and workforce

Hazard Identification:

We will identify our workplace health and safety hazards. We will **inform our employees and stakeholders**, of these workplace hazards.

We will require **contractors and stakeholders** to identify health and safety hazards that may impact our work activities and employees.

Health & Safety Training:

Employees will be adequately instructed, trained and **competency-assessed** on the health and safety issues that affect them; and the safe working practices that should be followed.

We will ensure the health and safety competence of our contractors and stakeholders.

Pledge to ensure competency including contractors

Behavior and culture

Senior management will demonstrate leadership in health and safety. Senior management will undertake tours to ensure that health and safety issues are identified, assessed and managed. They will review the safety program activity and use this review to help shape future health and safety strategies. Systems will be in place and people will be empowered to raise health and safety concerns with management.

Specifies leadership behaviors

Risk assessment and management

We will work with our employees and subject matter experts to assess the risks associated with health and safety hazards in the workplace. **All employees will be informed of the health and safety hazards and risks that affect their work.** We will act to prevent, reduce or control risks to an acceptable level and reduce the potential for incidents and accidents.

Emphasizing communication